



# LYNDEN SCHOOL DISTRICT

Lynden School District #504

Ensure that all students graduate college, career, and citizenship ready.

## Board Meeting

### Minutes

12/05/2024

Lynden School District  
Board Room  
516 Main Street, Lynden, WA 98264

#### 1. Call to Order, Welcome & Pledge of Allegiance, Roll Call

*Meeting called to order by Director Hickman at 6:30pm. Board of Directors in attendance were Directors Hickman, Owsley, Brar, and Martinez. Director Verburg was absent with prior notice. Superintendent David VanderYacht and Student Board Representatives Kyle Tucker and Ashley Acton were also in attendance.*

#### 2. Approval of Agenda

*Director Owsley made a motion to approve the agenda. Seconded by Director Martinez. Motion carried by voice vote.  
Board Vote: 4-0*

#### 3. Meeting Minutes

*Director Martinez motioned to approve the November 7, 2024 and November 22, 2024 board meeting minutes. Seconded by Director Owsley. Motion carried by voice vote.  
Board Vote: 4-0.*

#### 4. Annual Organizational Meeting

*Director Hickman called for nominations for president to serve a one-year term. Director Hickman nominated Director Owsley to serve as president. Director Martinez nominated Director Verburg to serve as president.*

*Director Owsley accepted the nomination. Superintendent VanderYacht shared that Director Verburg previously communicated that he is willing to accept a nomination to serve as president or vice-president. Director Martinez motioned to approve nominations of Directors Owsley and Verburg as school board president. Seconded by Director Hickman.*



# LYNDEN

## SCHOOL DISTRICT

Roll call vote:

Martinez- Verburg

Brar- Verburg

Owsley- Owsley

Hickman- Owsley

*Motion not carried. The board agreed to move the election of both president and vice president to the January 2<sup>nd</sup>, 2025 meeting when all directors are present so that there is a majority vote.*

### 5. Consent Agenda

*24/25 General Fund- \$274,186.04; warrants 170336-170418 dated November 15, 2024.*

*24/25 Capital Projects Fund- \$799.85; warrants 170419-170419 dated November 15, 2024.*

*24/25 ASB Fund- \$9,380.84; warrants 170420-170443 dated November 15, 2024.*

*24/25 Transportation Fund- \$377,349.84; warrants 170444-170444 dated November 15, 2024.*

*24/25 ACH General Fund-- \$2,021.23; warrants 2424500070-242500084 dated November 15, 2024.*

*24/25 ACH ASB Fund- \$35.02; warrants 242500085-242500085 dated November 15, 2024.*

*24/25 General Fund- \$295,802.27; warrants 170733-170822 dated November 27, 2024.*

*24/25 ASB Fund- \$18,611.84; warrants 170823-170840 dated November 27, 2024.*

*24/25 ACH General Fund- \$2,540.59; warrants 242500086-242500096 dated November 27, 2024.*

*24/25 ACH ASB Fund- \$176.83; warrants 242500097-242500098 dated November 27, 2024.*

*Payroll Warrant 170445 in the amount of \$1,061.30 dated November 27, 2024.*

*Payroll Direct Deposits in the amount of \$2,272,918.59 dated November 27, 2024.*

*Payroll Taxes Transfers in the amount of \$779,110.12 dated November 27, 2024.*

*Payroll Vendor DRS Transfer in the amount of \$582,015.97 dated November 27, 2024.*

*Payroll Vendor Warrants #170446 through #170467 in the amount of \$757,175.83 dated November 27, 2024.*

*Personnel Recommendations dated December 5, 2024.*

*Donation from Cooper Northwest in the amount of \$5,000 dated October 31, 2024.*

*Director Owsley motioned to approve the consent agenda. Seconded by Director Martinez.*

*Motion carried by voice vote.*

*Board Vote: 4-0*

### 6. Information from the Audience

*None*

### 7. Reports

- a. Superintendent



None

b. Teaching & Learning

*Vince Riccobene, Principal of Lynden Middle School, and Cyndi Selcho, Assistant Principal, presented their 24/25 school improvement plan to the board. Their first goal is to increase staff knowledge and application of the UDL framework. Staff perceptual data will be utilized to measure effectiveness. Their second goal is for all multilingual learners to grow by one or more levels in speaking by Spring 2025 as measured by the WIDA assessment. Their third goal is to continue PBIS implementation, ensuring Tier I fidelity.*

c. Finance and Operations

*Director of Finance & Operations, Ben Thomas, presented the board with an update on the development of the 25/26 budget calendar. This was followed by a presentation of the October 2024 finance report which included an executive summary, enrollment, budget status, revenue & expenditure report and year-end projection report.*

**8. Board Committee Reports**

Finance Committee:

*Director Martinez shared key takeaways of the board's finance committee meeting held on November 18, 2024. Topics included current year budget & expenditure status and the rationale for approving transferring of funds via resolutions #12-24 and #13-24 which are on the agenda during action items later tonight.*

Superintendent Evaluation Committee:

*Directors Owsley and Hickman shared the process and timeline for the superintendent evaluation as discussed during their November 14, 2024 meeting. They also shared next steps related to the superintendent evaluation.*

**9. Action Items**

Approval of 24/25 School Improvement Plans

*Director Owsley motioned to approve all school improvement plans as presented during the October 3<sup>rd</sup>, November 7<sup>th</sup> and December 5<sup>th</sup> meetings which includes Fisher Elementary, Isom Elementary, Vossbeck Elementary, Lynden Academy, Lynden Middle School, and Lynden High School. Seconded by Director Martinez. Motion carried by voice vote.*

*Advisory Vote: 2-0; Board Vote: 4-0*

Resolutions 12-24 and 13-24

*Director Owsley motioned to approve Resolution #12-24: Transfer of Funds from General Fund & Capital Projects Fund to Debt Service Fund and Seconded by Director Martinez. Motion carried by voice vote.*

*Advisory Vote: 2-0; Board Vote: 4-0*



*Director Martinez motioned to approve Resolution #13-24: General Fund Transfer to Capital Projects Fund. Seconded by Director Brar. Motion carried by voice vote.  
Advisory Vote: 2-0; Board Vote: 4-0*

## **10. Policies**

### *a. First Readings*

*Policy 3205- Harassment of Students Prohibited  
No action taken.*

*Policy 3420- Anaphylaxis Prevention & Response  
Moved to second reading.*

*Policy 5005- Employment & Volunteers  
Moved to second reading.*

*Policy 5011- Sex Discrimination and Sex-Based Harassment of District Staff Prohibited  
No action taken.*

*Policy 6600- Transportation  
Moved to second reading.*

## **11. Information from Board Directors**

*Director Brar shared concerns with possible inappropriate content in books.*

*Director Hickman shared about her experience at the WSSDA conference, specifically with regards to AI. Director Martinez added that he appreciated the session on strategic budget oversight.*

*Director Brar shared information on some upcoming legislative bills to keep an eye on.*

*Student board representatives shared that they met with LHS Principal Freeman. They discussed ASB funds and how to use them. They would like to make sure executive officers are aware of the available funds and have them be involved in the decision-making. They would like to find ways to use the funds for long-term benefit of all students vs. a one-time event. Related to the ASB officer positions, they are contemplating holding a meeting/event of some sort during the summer for current and incoming ASB officers, and possibly include outgoing seniors to help with the transition to leadership. Another topic discussed was ways to increase student involvement.*



# LYNDEN

## SCHOOL DISTRICT

### **12. Executive Session**

*Director Hickman announced that the board would be meeting in executive session to discuss the performance of a public employee pursuant to RCW 42.30.110 until 9:00 pm.*

*At 9:00pm, Director Hickman announced that executive session would be extended to 9:15pm.*

*At 9:15pm, Director Hickman announced that executive session would be extended to 9:30pm.*

### **13. Call Regular Meeting Back to Order**

*Director Hickman called the meeting back to order at 9:30pm.*

### **14. Adjourn Meeting**

*Director Hickman motioned to adjourn the meeting at 9:30pm.*

---

Tonya Hickman, President

---

David VanderYacht, Superintendent